



---

### **Vendor/Booth Application Packet**

All City Event Booth/Vendors will need to complete the application packet and return it on the date(s) indicated on the event flyer. If you have any questions at all please do not hesitate to contact City Hall at 760-356-2912 or 760-356-3013.

---

➤ **Holtville Farmer's Market/Street Fair Application & Agreement:**

- The first page is an acknowledgement of receiving the Rules and Regulations pertaining to the City Event in which applicants would like to participate and needs to be completed and returned to City Hall by the date(s) listed on the Event Flyer.
- The second page provides the Rules & Regulations for all Booth Applicants. Please read and keep for your records.
- Applicable Fees are listed on the Event Flyer; if any.

➤ **State of California Board of Equalization:**

- This is to be completed by all individuals, **including** non-profit & for-profit, groups, organizations, civic organizations, intending to sell food or other items at a Booth during a City Event, as required by law. Once completed the document is kept on file in the City Clerk's office for inspection by the State Board of Equalization at their discretion.
- No Fee.

➤ **Application for a Temporary Food Facility Permit – I.C. Public Health Department:**

- This is to be *thoroughly* completed and returned to City Hall by all booth vendors intending to sell food and/or beverages at a City Event by the date listed on the Event Flyer. The rules and regulations of the County of Imperial Environmental Health Department are enforced by the City of Holtville and the County of Imperial. Booths/Vendors not adhering to these rules upon inspection may run the risk of being shut down or not approved to participate in future City Events.
- Applicable Fees are listed on the Event Flyer; if any.

---

The City of Holtville encourages all local businesses, profit/non-profit, organizations, service clubs, sports teams, and charities to participate in all City events. The City anticipates that ongoing involvement reinforces a sense of community. Our goal is to help provide a means in which our citizens, friends, and family can come together and benefit from each other's company in a cohesive, secure, and pleasurable atmosphere.